

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, January 13, 2016
ROOM 207, CITY HALL
6:30 p.m.**

MEMBERS: Brian Danzinger, Joe Moore, David Nennig, Jerry Wiezbiskie

1. Approval of the minutes from the regular meeting on December 9, 2015.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the minutes from the regular meeting on December 9, 2015. Motion carried.

2. Approval of the agenda.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the agenda. Motion carried.

3. Request by Ald. Zima, on behalf of the residents of Green Bay, that the Public Works Department make a comprehensive study of the storm water sewer system in Green Bay and further that the department provide for council consideration an estimate of the cost of updating our sewer system to resolve the ongoing water problems that continue to plague numerous neighborhoods. Also referred to Advisory Committee (held over from December 9, 2015 Improvement & Service Committee meeting).

Director Grenier referred Committee members to the 8-page memo with map in their packets. The memo is a summary of a 200-300 page compilation of high water issues throughout the City during rain events. He turned the floor over to Matthew Heckenlaible, Assistant City Engineer, who discussed the high points of the Summary.

Matthew Heckenlaible stated that the City started tracking backyard drainage issues back in the 1960's. The City would engineer a solution for the residents, but it is the resident's responsibility to implement the solution. Over time it was noticed that only a few residents actually followed through with the plans developed by the City. The City has since changed the policy and now the City will only do a consultation with the residents in regards to backyard drainage issues.

A tracking spreadsheet was developed to document the reported drainage issues. Of the 315 drainage basins in the City it is estimated that about one third of the basins have reported drainage issues during rain events. Some of the issues are caused by the storm sewer outfalls being submerged in the receiving body of water. There are twenty-two (22) storm sewer lift stations. Eight (8) of those lift stations are small stations which were installed in the 1980's. Those eight (8) stations were only designed to keep the adjacent streets dry due to high receiving body water levels. The stations were not designed to handle even a small rain event.

The data collected was reviewed and it was determined that there were nine (9) drainage basins that had a high concentration of recurring issues and property damage during a rain event. The nine (9) drainage basins are highlighted on the map attached to the summary.

The 1991 Preble Area Study was used to develop rough cost estimates for resolving the identified issues. The Preble Area Study cost was converted to a present day cost using the Engineering News Record (ENR) cost indices and the present day cost is \$35,000,000. This cost only covered the issues in the area of the Preble Area Study. Applying this cost per issue to the whole City, and assuming all issues are equal, the estimated cost to repair all known drainage issues equates to approximately \$150,000,000.

The 2016 budget does include some monies for consultants to model several of the problem drainage basins. A consultant has been selected already to model and review the Elizabeth Street drainage issues. Some of the issues around Lambeau Field are being addressed by the Packers with the proposed installation of a large surge tank, and a new storm water surge tank will be installed after the football season is over.

Ald. Zima stated that the first step in the process may be a presentation to educate the full Council on the magnitude of the issue. He suggested possibly using some of the excess tax revenue to perform upgrades to several of the storm lift stations. He is not in favor of short term fixes and wants to see long term repairs completed. The projects should be prioritized and a twenty (20) year plan developed.

Director Grenier stated that in the past the City has not completed independent storm sewer projects. Department of Public Works (DPW) is changing that policy and now completes 1-2 independent storm water projects a year. Storm water issues are one of the design criteria included in all DPW projects.

The City Wide High Water Summary and Map will be provided to Council members prior to the Council meeting to review and this will be brought back to Improvement & Service Committee for further discussion and direction.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to refer to staff, until the second Improvement & Service Committee meeting in February 2016, the request by Ald. Zima, on behalf of the residents of Green Bay, that the Public Works Department make a comprehensive study of the storm water sewer system in Green Bay and further that the department provide for council consideration an estimate of the cost of updating our sewer system to resolve the ongoing water problems that continue to plague numerous neighborhoods, allowing staff to receive comments from Aldermen and continue discussion on proposed action. Motion carried.

4. Request by Ald. Zima that the City consider allowing any person with a junk pickers license permission to remove items from the household waste dump sites on both the east and west side, which would reduce the amount of household waste, which eventually ends up in the landfill at an increased cost to City taxpayers (held over from December 9, 2015 Improvement & Service Committee meeting).

Director Grenier stated that Ald. Zima had prior commitments and asked that this item be carried forward to the next meeting for discussion.

A motion was made by Ald. Moore and seconded by Ald. Nennig to place on hold, until the next Improvement & Service Committee meeting, the request by Ald. Zima that the

City consider allowing any person with a junk pickers license permission to remove items from the household waste dump sites on both the east and west side, which would reduce the amount of household waste, which eventually ends up in the landfill at an increased cost to City taxpayers. Motion carried.

5. Request by Ald. Zima, on behalf of residents, that the City consider placing street lights in the 1000 block of St. Paul Street (referred to staff at December 9, 2015 Improvement & Service Committee meeting).

DPW staff had reviewed this request and recommends the installation of one (1) 9,000 Lumen street light on the existing power pole, pole no. 106B26, located between 1055 and 1059 St Paul Street. Utilizing the existing pole means that there will not be a charge for wire or for a new pole. Operating costs for this installation will be \$14.47 per month or \$144.70 annually.

Ald. Zima and Director Grenier had discussed this issue prior to the meeting and Ald. Zima agrees with the Director's position.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by Ald. Zima, on behalf of residents, that the City consider placing street lights in the 1000 block of St. Paul Street. Motion carried.

6. Request by Ald. Zima, on behalf of residents, that the City consider placing street lights in the 1200 block of Fourteenth Avenue (referred to staff at December 9, 2015 Improvement & Service Committee meeting).

DPW staff reviewed this request and determined that the existing street light spacing on this block does not meet the City Standard. The existing power poles are located along the backyard alley. A new midblock pole for a new light does not line up with the existing poles located in the backyards. Typically the City would acquire an easement from the alley to the street for the conduit and wire installation, but that option is not feasible in this case. Wisconsin Public Service Corporation (WPSC) would have to directionally drill a new conduit from an existing pole on the northwest corner of Fourteenth and Eighth Streets. WPSC investigated this and determined it is feasible and the estimated construction cost is \$5,000. The cost of installing a street light at this location would include the construction cost (new pole, wire and conduit) and the operating cost of \$14.47 per month or \$144.70 annually.

If this installation is approved, the installation would be completed after the frost has receded. The installation cost does not include WPSC's frost charges.

Ald. Zima and Director Grenier had discussed this issue prior to the meeting and Ald. Zima agrees with the Director's position.

This item would be funded from the street light maintenance account.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by Ald. Zima, on behalf of residents, that the City consider placing street lights in the 1200 block of Fourteenth Avenue. Motion carried.

7. Request by Ald. Tim DeWane to consider a re-use day, four times a year, where people can put items, such as windows, metal doors, cabinets, etc., out to the curb for pick up (referred back from December 15, 2015 Council meeting).

Ald. DeWane could not attend tonight's meeting and he had asked that this item be held until the next meeting for discussion.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to place on hold, until the next Improvement & Service Committee meeting, the request by Ald. Tim DeWane to consider a re-use day, four times a year, where people can put items, such as windows, metal doors, cabinets, etc., out to the curb for pick up. Motion carried.

8. Request by Ald. Wery to investigate options to allow overnight on-street parking on weekends except during snow emergencies in residential areas (referred to staff at September 30, 2015 Improvement & Service Committee meeting).

Director Grenier summarized the Parking Utility Manager's September 30, 2015 report and the follow-up report dated January 12, 2016.

The Parking Utility recommends that no changes be made to City of Green Bay Municipal Code Section 29.203(12) relating to overnight on-street parking restrictions.

The Director stated that the Parking Utility receives approximately \$128,000 per year from weekend parking fines. The utility is self-funded. Parking by permit, i.e. hang tags, has issues with miss-use. For example the hang tag is improperly or not displayed at the time of being ticketed. Staff will investigate parking by permit only.

The Committee members thought that the existing parking policy should not be changed.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to receive and place on file the request by Ald. Wery to investigate options to allow overnight on-street parking on weekends except during snow emergencies in residential areas. Motion carried.

9. Request by Ald. Scannell to consider moving the cement boat moored at the southwest side of the Walnut Street bridge.

Director Grenier stated that the river is part of the waters of the State and is outside the jurisdiction of the City. The Director will discuss this issue with Ald. Scannell and provide him with points of contact for the entity that does have jurisdiction of the waters of the State.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file the request by Ald. Scannell to consider moving the cement boat moored at the southwest side of the Walnut Street bridge. Motion carried.

10. Request by Ald. Thomas DeWane to discuss, with possible action, the cost for permits for storm sewer work.

Ald. DeWane met with Director Grenier today and stated that they have not had an opportunity to discuss this item before coming before the Committee. Ald. DeWane could not be in attendance tonight and asked if this item could be delayed until the next meeting. The delay would allow him to meet with the Director of Public Works to discuss this item prior to discussing it in front of this Committee.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to place on hold, until the next Improvement & Service Committee meeting, the request by Ald. Thomas DeWane to discuss, with possible action, the cost for permits for storm sewer work. Motion carried.

11. Request by Ald. Nicholson for a mini-sewer in the vicinity of Schwartz and E. Mason Streets.

DPW recommends that this request be referred to staff for further investigation and possible inclusion to the 2016 mini-sewer program. DPW will contact the Alder to determine the exact location requiring the mini-sewer.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to refer to staff the request by Ald. Nicholson for a mini-sewer in the vicinity of Schwartz and E. Mason Streets for inclusion in the 2016 mini-storm program. Motion carried.

12. Request by Ald. Moore to notify households and business owners along Webster Avenue, University Avenue to Radisson Street, that a consultant has been selected for reconstruction and to put together a “very” general timeline of the next steps, leading up to a time for public comment.

The agreement between Ayres and the City was signed this week. In the upcoming months the residents may see surveyors on the route and also a soils boring rig. Most of the preliminary work for this project will be completed in the office. The first public information meeting is preliminarily set for September 2016. As part of the agreement the consultant will be setting up a website specifically for the project. Project progress will be able to be tracked on the website. DPW recommends receiving and placing the request on file.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file the request by Ald. Moore to notify households and business owners along Webster Avenue, University Avenue to Radisson Street, that a consultant has been selected for reconstruction and to put together a “very” general timeline of the next steps, leading up to a time for public comment. Motion carried.

13. Request by Ald. Steuer that City Planning, Department of Public Works, Parks and Police examine the County bicycle and pedestrian plan to look at ways to implement more lanes, with safety in mind, throughout the City (also referred to Plan & Traffic Commissions).

Director Grenier explained that the Brown County Bike/Ped plan is actually a compilation of the individual municipal bike/ped plans. The County adds bike/ped accommodations to fill in the gaps between the individual municipal plans and then publishes it as a composite document. The plan is updated approximately every ten

(10) years. DPW works with the City's Planning Department to verify that the DPW projects comply with the plan.

A motion was made by Ald. Wiezbiskie and seconded by Ald Moore to refer to staff the request by Ald. Steuer that City Planning, Department of Public Works, Parks and Police examine the County bicycle and pedestrian plan to look at ways to implement more lanes, with safety in mind, throughout the City. Motion carried.

14. Request by Department of Public Works to replace two (2) failed air quality monitoring meters, for Sewer Section work.

Director Grenier stated that Operations uses two (2) types of air meters, first there is a meter that is worn on the person, and second there is the type that allows the user to test the air prior to entering a space. The second type of a meter has a pump that pulls air from a space via a hose into the meter and then that air is analyzed. A typical use for the second type of meter would be for checking the air in a manhole. If the air is not free of harmful gasses personnel will not enter the manhole. The current meters are old and parts are no longer available. DPW recommends approving the purchase of two (2) air quality monitoring meters for a cost not to exceed \$5,000.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by Department of Public Works to replace two (2) failed air quality monitoring meters, for Sewer Section work, not to exceed \$5,000.00. Motion carried.

15. Request by Department of Public Works to award the contract to DLT Solutions for AutoCAD licensing using the government services pricing contract in the amount of \$10,634.72.

DPW has ten (10) Premium and one (1) Lite AutoCad licenses. The licenses have to be renewed each year. DLT Solutions is the vendor that offers the reduced government pricing. DPW recommends awarding the license purchase to DLT Solutions in the amount of \$10,634.72.

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the request by Department of Public Works to award the contract to DLT Solutions for AutoCAD licensing using the government services pricing contract in the amount of \$10,634.72. Motion carried.

16. Review and approval of the 2016 Department of Public Works service rates.

The Director reviewed the rates. Most of the rates stayed the same as last year. Some rates actually decreased. Some of the decreased rates were due to the cost of fuel decreasing which decreased the State determined equipment rates. Other rates were decreased due to only one person operating a sanitation truck whereas in the past there were two operators.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the 2016 Department of Public Works service rates.

Moveouts and Bulk Collection Charges:

≤3CY	\$70.00 each stop
>3CY but <10CY	\$140.00 each stop
≥10CY	\$210.00 each stop

Construction/Demolition Materials:

\$47.00 per cubic yard

Appliance Collection:

\$35.00	Refrigerators and freezers
\$25.00	All other appliances

Recycling and Trash Carts:

\$60.00	64-gallon
\$60.00	96-gallon

Early Set-Out:

Minimum	\$49.00
Hourly	\$117.00

Asphalt Pavement Repair:

Concrete Base Street	\$45.40/SY
Gravel Base Street	\$91.30/SY

Snow and Ice Control on Public Sidewalks:

\$0.15 per lineal foot plus \$52.00 administrative charge per parcel

Weed Cutting:

Fixed charge per parcel	\$44.00
Plus labor per hour	\$35.00
Plus equipment per hour	\$28.00
Minimum charge-1/4 hour	\$59.75

Motion carried.

17. Approval of a request from Robert E Lee & Associates, Inc. on behalf of LMES Properties 1, LLC. to maintain an existing groundwater monitoring well within the Hurlbut Street right-of-way.

DPW has granted this agreement in the past. There has been a change in ownership which requires a new agreement to be executed. DPW recommends approving the request by Robert E. Lee & Associates, Inc. on behalf of LMES Properties 1, LLC to maintain an existing groundwater monitoring well within the Hurlbut Street right-of-way.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request from Robert E Lee & Associates, Inc. on behalf of LMES Properties 1, LLC. to maintain an existing groundwater monitoring well within the Hurlbut Street right-of-way. Motion carried.

18. Director's Report on recent activities of the Public Works Department.

The December 28 and 29, 2015 snowstorm dropped 13.2-inches of snow. The plow event lasted 26 hours. Street clean-up continued until January 8, 2016. A simulation was run for the time frame of the plow event using the new AVL system. The simulation indicated that all City streets were plowed. The department actually received a complaint that certain streets were plowed too often.

Bridge maintenance and repairs can now be performed due to the fact that the last ship of the year has come and gone from the port.

Sanitation department has started distributing the 2016 information packets.

Engineering is working on the 2016 Project designs. The Capital Improvement Program (CIP) should be coming to Committee in February or March.

The Utilities Division is working on the required quarterly and annual reports for Wisconsin Department of Natural Resources (WDNR) and United States Environmental Protection Agency (USEPA).

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to receive and place on file the verbal Director's Report on the recent activities of the Public Works Department. Motion carried.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to adjourn the meeting. Motion carried.

Meeting adjourned at 8:46 p.m.